

**MINUTES**  
**REGULAR TOWN COUNCIL MEETING**  
**VIVIAN TOWN HALL MEETING ROOM**  
**112 W. ALABAMA AVE.**  
**VIVIAN, LOUISIANA**  
**MONDAY, MAY 13, 2024**  
**6:00 P.M.**

**CALL TO ORDER** - Mayor Festavan called the meeting to order at 6:01 p.m.

**INVOCATION** - Alderman Samuel Hodge opened the meeting in prayer.

**PLEDGE** - Mayor Festavan led all present in the Pledge of Allegiance.

**ROLL CALL - VERIFICATION OF QUORUM** - Board of Aldermen present for Roll Call were James Martin, Denise Alexander, Samuel Hodge, and Raymond Williams; absent was Robert Green, Jr. Following Roll Call the Town Clerk verified that a quorum was present.

Also present were other elected officials and/or staff members: Mayor Ronnie Festavan, police Chief Ryan Nelson, Town Clerk Kellie Morris, and Town Attorney Douglas Dominick.

**APPROVE AGENDA** - Motion to approve the Agenda as presented was made by Raymond Williams, seconded by Samuel Hodge; all present approved.

**1. PUBLIC COMMENTS** - There were none.

**2. MONTHLY FINANCIAL REPORT** - Financial report including budget-to-actual comparisons was presented by Mayor Festavan. Following the report and discussion, a motion to accept as presented was made by James Martin, seconded by Raymond Williams; all present approved.

**3. APPROVAL OF MINUTES** - Motion to approve the Minutes for the April 8, 2024 Regular Council Meeting was made by Samuel Hodge, seconded by Raymond Williams; all approved.

**4. INTRODUCTION OF ORDINANCE # 795 OF 2024 OF THE TOWN OF VIVIAN, LOUISIANA** - AN ORDINANCE TO ADOPT AN OPERATING BUDGET OF REVENUES AND EXPENDITURES FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 THROUGH JUNE 30, 2025. *There will be a public hearing prior to the adoption of Ordinance # 795 at the Special Called Town Council Meeting at 4:30 p.m. on Thursday, June 27, 2024 at the Vivian Town Hall, located at 112 W. Alabama Ave. in Vivian, Louisiana.*

Motion to introduce Ordinance # 795 of 2024 was made by James Martin, seconded by Samuel Hodge; all present approved.

**5. INTRODUCTION OF ORDINANCE # 796 OF 2024 OF THE TOWN OF VIVIAN, LOUISIANA** - AN ORDINANCE TO AMEND AND SUPPLEMENT THE TOWN OF VIVIAN'S BUDGET ORDINANCE # 787 OF 2023 TO REFLECT THE APPROPRIATE REVENUES AND EXPENDITURES. *There will be a public hearing prior to the adoption of Ordinance # 796 at the Special Called Town Council Meeting at 4:30 p.m. on Thursday, June 27, 2024 at the Vivian Town Hall, located at 112 W. Alabama Ave. in Vivian, Louisiana.*

Motion to introduce Ordinance # 796 of 2024 was then made by Samuel Hodge, seconded by James Martin; all present approved.

**6. THE BOARD OF ALDERMAN WILL CONSIDER THE ADOPTION OF RESOLUTION # 6 OF 2024 OF THE TOWN OF VIVIAN, LOUISIANA** - A RESOLUTION AUTHORIZING THE MAYOR TO SIGN AND EXECUTE A LEASE PURCHASE AGREEMENT WITH GOVERNMENT CAPITAL CORPORATION FOR THE PURPOSE OF FINANCING A "WATER METER PROJECT" AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

Motion to adopt Resolution # 6 of 2024 was made by Samuel Hodge, seconded by James Martin; all present approved.

**7. THE BOARD OF ALDERMAN WILL CONSIDER THE ADOPTION OF RESOLUTION # 7 OF 2024 OF THE TOWN OF VIVIAN, LOUISIANA** - A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL CONTRACT(S) AND DOCUMENTS WITH CORE & MAIN PURSUANT TO THE BID PROPOSAL DATED APRIL 24, 2024 FOR THE PURCHASE OF NEW WATER METERS, COST OF CHANGEOUT OF THE OLD WATER METERS, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

Motion to adopt Resolution # 7 of 2024 was made by Samuel Hodge, seconded by Raymond Williams; all present approved.

**8. THE BOARD OF ALDERMEN WILL CONSIDER THE SELECTION AND CONFIRMATION OF THE CADDO CITIZEN AS THE TOWN'S OFFICIAL JOURNAL** - for the period July 1, 2024 to June 30, 2025.

Motion to confirm the Caddo Citizen as the Official Journal was made by Raymond Williams, seconded by James Martin; all present approved.

**9. PROMOTION OF POLICE PERSONNEL** - THE BOARD OF ALDERMEN WILL CONSIDER THE CHIEF OF POLICE'S RECOMMENDATION TO PROMOTE THE FOLLOWING INDIVIDUALS TO FULL-TIME POLICE OFFICER - **1)** Ashley Ellis - Full-time Officer - \$18.00 per hour - Hire date, July 10, 2018, and **2)** Eric Brooks - Full-time Officer - \$18.00 per hour - Hire date, Feb 16, 2023.

Motion to approve the Chief Nelson's recommendation to promote the individuals to full-time status, in globo, as a unit, was made by Denise Alexander, seconded by Raymond Williams; all present approved.

**10. HIRING OF POLICE PERSONNEL** - THE BOARD OF ALDERMEN WILL CONSIDER THE CHIEF OF POLICE'S RECOMMENDATION TO HIRE THE FOLLOWING INDIVIDUAL FOR THE VIVIAN POLICE DEPARTMENT - Laretta Montgomery - Part-time Dispatcher - \$11.00 per hour.

Chief Nelson stated that the candidate for hire had withdrawn the application prior to the meeting; no action was taken.

❖ **ZONING & CONDEMNATION MATTERS** - Officer Bobby Smith

**A. THE BOARD OF ALDERMEN WILL CONTINUE TO REVIEW THE FOLLOWING PROPERTY(S) FOR CONDEMANATION:**

**1)** 525 W. Tennessee Ave. - James Singley of Vivian appeared on behalf of this property and informed those present that the home had been demolished and the property cleaned up. Following questions, answers and discussion motion to remove the property from the Condemnation List was made by Denise Alexander, seconded by Raymond Williams; all present approved.

**B. THE BOARD OF ALDERMEN WILL HOLD A FINAL REVIEW HEARING TO CONSIDER THE PROGRESS BY THE LANDOWNER TO BRING THE FOLLOWING PROPERTY UP TO CODE, TO WIT:** RE: North 50 feet of lots 4,5,6, & 7 blk 32 with a municipal address of 113 N. Walnut St., Vivian, LA 71082; GEO # 221626-33-24. Property owner, Kristi Savell of Vivian, and Doug Jordan of Shreveport were present on behalf of this property. Following questions, answers and discussion from all parties concerning **1)** the lack of progress made on the property, **2)** the engineer's structural inspection report and **3)** the report and recommendation from Officer Bobby Smith motion, to proceed with demolition and clean up of this property was made by Denise Alexander, seconded by Raymond Williams; all present approved.

**C. ZONING/CONDEMNATION REPORT** - Zoning / Condemnation Officer Bobby Smith provided a written and oral report to the Council and all present, then followed up with discussion on the addresses and violations included in the report: **1)** 806 S. Pardue St., Memory Lane Trailer Park, lots #7, #8, & #9 - Following much discussion on this property, Raymond Williams made a motion requiring that improvements be made on the property by the June 10, 2024 Regular Council Meeting or the Condemnation process would begin on the property. The motion was then seconded by Samuel Hodge; all present approved; **2)** 602 N. Pine St. - Following report given on this property, motion to begin the Condemnation process on this property was made by Denise Alexander, seconded by James Martin; all present approved; **3)** 606 N. Pine St. - Following report given on this property, motion to begin the Condemnation process on this property was made by Denise Alexander, seconded by James Martin; all present approved; **4)** 215 Vassar St. - Following report given on this property, motion to begin the Condemnation process on this property was made by Denise Alexander, seconded by James Martin; all present approved. The **a)** old dry-cleaning location on S. Pine St., **b)** the old washateria at S. Pardue & E. Oklahoma Ave., and **c)** the double-wide mobile home at E. Oklahoma Ave. & S. Pecan St. were also brought up and discussed.

❖ **CODE ENFORCEMENT MATTERS** - Officer Johnnie Hough

**A.** Code Enforcement Officer Johnnie Hough gave the following written and oral report: 51 (fifty-one) properties; 29 (twenty-nine) new cases have been opened, 10 (ten) cases have been closed, and 5 cases were on the docket to be heard in Environmental Court on Wednesday, June 15, 2024. **1)** 504 S. Pardue St., **2)** Jackson St. and the junk vehicles parked there, **3)** grass clippings in the streets and **4)** ditches adjacent to private properties were also brought up & discussed.

**MAYOR'S REPORT** - Mayor Festavan gave a report on the following: **1)** the LMA District Meeting to be held in Haughton in June, **2)** the LMA Convention to be held in Shreveport in August, **3)** progress being made on the new swimming pool, and **4)** all of the new improvements made at Legion Hills community center & park including the walking trail and football field which are to come.

**ANNOUNCEMENTS BY BOARD OF ALDERMEN** - There were none.

**ADJOURN** - Motion to adjourn was made by Raymond Williams, seconded by Samuel Hodge; all approved. Meeting was adjourned at 7:36 p.m.

---

**Kellie Morris, Town Clerk**

---

**Ronnie Festavan, Mayor**  
**May 20, 2024**